13 October 1954

25X1A

MEMORANDUM FOR: Chief, Services Branch
Employee Services Division, Office of Personnel

SUBJECT

: Additional Receipts, Community Chest Campaign

l. Attached is an envelope from the Management Staff, Deputy Director (Administration) organization, containing \$128.00 in pledges and cash, which is to be added to previous contributions obtained from this source. The funds have not been checked in this office.

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2. I understand that none of the above amount should be credited to the Advance Gifts phase of the campaign. However, keyman from Management Staff, has itemized in addition to the \$128.00 above, three contributions in the amount of \$55.00, representing payment on pledges from individuals in the GS-13 and above category.

15/

Special Assistant to the Deputy Director (Administration)

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Attachment

SA-DD/A:JAC:mrp (13 October 1954)
Distribution:

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